

INFRASTRUCTURE FELLOWS PROGRAM

ABOUT THE PROGRAM

The DC Office of Public-Private Partnerships (OP3) is charged with building collaborations between the private sector and DC government to complete major infrastructure projects and other programs through long-term, performance-based procurements commonly referred to as public-private partnerships, or P3s. Each semester, OP3 selects several talented and energetic students to join us in this effort as Infrastructure Fellows and to learn more about this emerging field in the process.

MAJOR DUTIES AND RESPONSIBILITIES

Assist in the planning, development, implementation of P3 procurements for critical infrastructure projects, including drafting procurement documents, analyzing proposals, and reporting out findings.

Contribute to updates to the OP3 rules, guidelines and enabling legislation that set the policies and procedures for project screening, selection, procurement, implementation and monitoring.

Conduct in-depth research and analysis on diverse range of topics and provide oral and written summaries of findings to support the mission of OP3.

Plan and execute internal and external meetings/events in support of P3 project development.

Develop and implement communication strategies that further OP3's mission, including the creation of content to the Office's website and social media, materials used at public meetings, and facilitating positive interactions with press, community groups, and the general public.

Serve as liaison between OP3 and key stakeholders both inside and outside the government.

QUALIFICATIONS AND REQUIREMENTS

Graduate level coursework and/or work experience in the fields of law, business, engineering, or public policy. Background in public-private partnerships, finance, economics or quantitative analysis preferred.

Exemplary written and oral communications skills required, including the ability to interact with elected officials, executive level staff, the press, and general public. Web/graphic design experience is a plus.

Ability to work from anywhere, with meetings generally occurring at Wilson Building.

Work schedule is flexible, but must be available at least 15 hours per week for an entire semester.

The position is unpaid.

TO APPLY: Submit a resume and brief cover letter to op3@dc.gov.